

# *W*INTER HAVEN

*The Chain of Lakes City*

## MEETING NOTICE

The CRA Board meeting will be held on **Monday, June 8, 2009 at 5:00 pm** in the John Fuller Auditorium in City Hall. The meeting agenda packet is attached for your review prior to this meeting.

# **Winter Haven Community Redevelopment Agency**

## **Board Meeting**

**June 8, 2009**

**5:00 p.m.**

**Winter Haven City Hall  
John Fuller Auditorium  
451 Third Street, N.W., Winter Haven, Florida**

### **AGENDA**

1. Call to Order
2. Roll Call
3. Approval of Minutes  
March 9, 2009
4. Façade Grant Application – Richard C. Mills – 39/41 Third Street SW
5. Project Updates
  - a. 3<sup>rd</sup> Street Streetscape Project/South Extension
  - b. Avenue T Phase II/Florence Villa Phase IV
  - c. Hill Building Demolition
  - d. Purchase of Parking Lot @ 3<sup>rd</sup> Street and Avenue A SW
  - e. South Park Design
6. New Business
7. Comments from the Board and Public
8. Adjournment

If a person decides to appeal any decision made by the CRA with respect to any matter considered at such meetings or hearing, they will need a record of the proceedings, and that, for such purposes, they need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the CRA Director's Office, 451 Third Street, NW, Winter Haven, FL 33883, in writing no later than 48 hours prior to the proceeding. If not in writing, not later than four (4) days prior to the proceeding at (863) 291-5600. If hearing impaired call (863) 291-5624, or voice (800) 955-8770, for assistance.

**WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY  
BOARD MEETING**

**City Hall – John Fuller Auditorium  
451 Third Street NW  
Winter Haven, Florida**

**Minutes**

**March 9, 2009**

The meeting was called to order at 5 p.m. by Chairman Jeff Potter, in the John Fuller Auditorium of Winter Haven City Hall, 451 Third Street NW, Winter Haven, Florida.

**Board Members Present:** Chairman Jeff Potter, Mike Easterling, Nathaniel Birdsong, Jr., Yvonne Brooks, JP Powell, Dr. James Threlkel, U.J. Johnson

**Staff Present:** Dale Smith, Assistant City Manager/CRA Director; F. John Murphy, Jr., City Attorney; T. Michael Stavres, Community Services Director; Kim Hansell, Strategic Initiatives/Capital Projects Division Director and Sheandolen Dunn, Executive Assistant/Deputy City Clerk

**Approval of Minutes:**

**Motion by Board Member Powell** to approve the minutes of the December 8, 2008 meeting, with the addition of JP Powell's name to the *Board Members Present* listing.

**Motion carried unanimously.**

**Florence Villa Advisory Committee – Membership**

**Dale Smith, Assistant City Manager/CRA Director**, presented the fact sheet on the Florence Villa Advisory Committee Membership. On February 9, 2004, the CRA Board approved Resolution R-04-02, adopting by-laws to simplify the organizational structure of the Advisory Committees and CRA Board. The by-laws provide that the advisory committee shall be composed of ten (10) members who are residents of or engaged in business within the City of Winter Haven; provided, however, that a majority of the membership shall either reside or be engaged in business within the Florence Villa District. The by-laws also specify that four of the advisory committee members be on the Florence Villa CDC Board of Directors. Terms of membership shall be for two (2) years.

Presently, only three committee members are on the Florence Villa CDC Board of Directors; therefore, the vacancy needs to be filled by a sitting member of the Board.

On January 12, 2009, the Florence Villa Advisory Committee recommended the CRA Board appoint Miriam Tillman to the Florence Villa Advisory Committee to fill the vacant seat for the term which expires March 2011.

**Motion by Board Member Powell** to approve the appointment of Miriam Tillman to the Florence Villa Advisory Committee to fill the vacant seat for the term which expires March 2011.

**Motion carried unanimously.**

### **6/10 Corporation Agreement for Reimbursement of Streetscape Construction Project**

**Dale Smith, Assistant City Manager/CRA Director**, presented the fact sheet on the 6/10 Corporation Agreement for Reimbursement of Streetscape Construction Project. In 2007, the 6/10 Corporation constructed a streetscape redevelopment project on a portion of 2<sup>nd</sup> Street, NW and Avenue B, NW, west of 2nd Street in accordance with City approved plans and specifications. The cost for the project totaled \$210,500.

The project was funded by the 6/10 Corporation, with the intent of being reimbursed by the CRA in two equal, annual payments of \$105,250. The first payment was made on December 30, 2008. The remaining \$105,250 will be budgeted in FY 2009-2010 and paid in December 2009.

#### **AGREEMENT:**

Key provisions of the Agreement include:

- 6/10 Corporation will be fully reimbursed for the approved costs in two equal, annual payments of \$105,250. Final payment will be made on December 5, 2009.
- The total amount of the reimbursement is \$210,500.
- Each party shall maintain that portion of the project located on its property at its sole cost and expense.
- Specific provisions are stated regarding occurrence of default by either party.
- This Agreement may not be amended, modified, altered or changed in any respect, except by a written agreement signed by both parties.
- In the event of any litigation related to the interpretation or enforcement of this Agreement, the prevailing party shall be entitled to recover its reasonable attorneys' fees and court costs, including, without limitation, any such fees or costs related to appellate or bankruptcy proceedings.

- No member, official or employee of the City and/or the CRA or the CRA staff shall be personally liable to 6/10 or to any person with whom 6/10 shall have entered into any contract, or to any other person in the event of any default or breach by the City and/or the CRA, or for any amount which may become due to 6/10 or any other person under this Agreement.
- The invalidity, illegality or unenforceability of any one or more of the provisions of this Agreement shall not affect any other provision of this Agreement.
- Neither this Agreement nor the obligations imposed upon the City and/or the CRA shall be or constitute an indebtedness or general obligation of the City and/or the CRA. 6/10 agrees that the obligation of the City and/or the CRA to make any payments pursuant to this Agreement shall be subordinate to the obligations of the City and/or the CRA to pay debt service on any bonds issued or to be issued by the City and/or the CRA; nor does the Agreement constitute a lien on any properties or funds of the City and/or the CRA.
- Nothing contained herein shall be deemed, construed or applied to cause the City and/or the CRA, to waive its rights to exercise its governmental power and authority or to consider any request causing the exercise of its governmental powers in any manner other than that which is customary for the exercise of such governmental powers.
- The Agreement sets forth the entire agreement between the parties and supersedes any and all prior oral or written agreements, understandings, representations or warranties between them, except as otherwise specified.
- The Agreement shall not be binding upon any party until it is executed by all parties.
- Neither party may assign this Agreement or delegate its responsibilities without written consent of the other.
- Each party agrees to indemnify and hold the other harmless, to the extent allowed under Section 768.28, F.S.
- This Agreement shall take effect upon the date set forth and, if not terminated as provided in the Agreement, shall expire on December 5, 2009 the date of the final CRA reimbursement.

Staff recommended CRA Board approval of the Agreement between the CRA, 6/10 Corporation and the City of Winter Haven for reimbursement of streetscape construction at 2<sup>nd</sup> Street, NW and Avenue B, NW.

**Motion by Board Member Easterling** to approve the Agreement between the CRA, 6/10 Corporation and the City of Winter Haven for reimbursement of streetscape construction at 2<sup>nd</sup> Street, NW and Avenue B, NW.

**Motion carried unanimously.**

### **Third Street Streetscape Project - Update**

**Dale Smith, Assistant City Manager/CRA Director**, presented an update on the Third Street Streetscape Project which commenced on May 21, 2008 with improvements from Avenue A SW northward to Avenue D NW. The CRA budgeted \$1.5 million to pay for the reconstruction and streetscaping. The bid was awarded to Carl Hankins, Inc. for \$1,296,202.

In order to facilitate traffic during the holiday season, Third Street and the sidewalks were opened prior to Thanksgiving. To date, both the North and South bound lanes on Third Street continue to be open with no detours. Sidewalk re-construction continues on Avenue B, NW along the south side of the block between Second and Third Street. Traffic is closed East bound on Avenue B, NW from the intersection of Third Street East to Second Street as well as South bound traffic on Second Street, NW from the intersection of Avenue C South to Avenue B.

The contractor and City staff are currently working on final grading plans to ensure proper drainage before final paving begins.

Before the start of milling and paving of Third Street, a two (2) week notice will be posted. The planting of shrubs/flowers will commence after the street is paved.

Paving will begin on March 23. The project is approximately 76% complete.

**Board Chairman Potter** asked if the paving would be done at night.

**Dale Smith, Assistant City Manager/CRA Director**, responded yes.

**Board Member Powell** questioned the length of time for this project and asked how the business owners are adjusting to the road work.

**Dale Smith, Assistant City Manager/CRA Director**, responded that Avenue D will take three weeks to complete and 3<sup>rd</sup> Street milling will be done simultaneously. Completion of the project will take approximately five weeks. The businesses will be affected a maximum of two days. A PowerPoint was presented of the Third Street Progress.

Discussion ensued.

### **Avenue T Phase II**

**Dale Smith, Assistant City Manager/CRA Director**, presented an update and PowerPoint on the Avenue T Phase II project which began in August 2008 by CenState

Contractors. The project is 95% complete with plantings, irrigation, electrical and light systems and crosswalks installed. The contractor is currently finalizing a punch list.

### **Florence Villa Phase IV**

**Dale Smith, Assistant City Manager/CRA Director**, presented an update and PowerPoint on the Florence Villa Phase IV project. Florida Telecom began the Florence Villa Phase IV project in August 2008. The tree grates have been received and installed along with the remaining plantings. Crosswalks were installed in January. The project is 95% complete. The contractor is currently finalizing a punch list.

**Board Member Birdsong** questioned the use of red mulch versus regular tree bark. Pine Bark is difficult to see and is not the same as landscape accents in other areas. There is a need for consistency in the NE area.

**Dale Smith, Assistant City Manager/CRA Director**, replied that red pine bark is getting difficult to find.

**Michael Stavres, Community Services Director**, indicated that the Pine Bark is on the original URS specifications. However, when it is time to replace the mulch, red mulch will be used.

**Board Chairman Potter** inquired about the old light poles remaining with the new period lighting.

**Dale Smith, Assistant City Manager/CRA Director**, indicated that FDOT requires that the original light poles remain. FDOT pays the City for each light maintained.

**Board Member Birdsong** indicated for safety reasons, there is a need for both.

**Board Chairman Potter** expressed his pleasure with the crosswalks design as it gives definition to them.

Discussion ensued.

### **Hill Building – Update**

**Dale Smith, Assistant City Manager/CRA Director**, presented an update on the Hill Building which was purchased by the City on March 29, 2008. It is located at 131 3<sup>rd</sup> Street SW within an area essential to the City's CRA plans for redevelopment of the downtown retail component south of Central Avenue.

The bid opening for the building demolition was held on February 26 and bids are currently being reviewed. The budgeted amount of \$50,000 is available for demolition. An asbestos survey on January 22 revealed the presence of nonfriable asbestos in the

vinyl floor tile. Removal is not required during wet demolition, provided it remains nonfriable.

Sixteen bid packages were submitted, ranging from \$55,000 to \$194,000. The bid will be awarded once references are checked and the background investigation is complete.

### **South Park Design - Update**

**Dale Smith, Assistant City Manager/CRA Director**, presented an update on the South Park Design. The City continues to work with Envisors on plans for South Park. A kick-off meeting for the South Park design took place on January 14, 2009. The project timeline calls for 30% plans in March, 60% in May, 90% in August and final plans in September. Preliminary schematics for the park should be ready in March, and will be presented to the Downtown Advisory Committee at its May meeting. Once the preliminary plans are complete, a public meeting will be scheduled to preview/discuss the design concepts.

**Board Chairman Potter** asked that if the time line is not met, will it be pushed back?

**Dale Smith, Assistant City Manager/CRA Director**, stated as the plan phases come in, they can shift as long as the final completion date is met by September. More time for input can be given between 30% and 60%, if required.

Discussion ensued.

### **Zoned Parking Project - Update**

**Dale Smith, Assistant City Manager/CRA Director**, presented an update on the Zoned Parking Project. In an effort to further continue downtown planning principles and make the core area more accessible and pedestrian friendly, staff is recommending changes to the City parking restriction code.

Staff met with downtown business merchants on November 13, 2008 to discuss the proposed ordinance and suggested changes discussed at the August roundtable. The suggestions were incorporated into the ordinance and map. Business owners were highly receptive to the changes.

Inquiries were made regarding employment demographics for downtown businesses and the need for parking per business. Main Street staff has coordinated with a Polk Community College student volunteer to conduct the parking survey. The survey is complete. Staff is analyzing the results to better determine the parking issues and incorporate any findings into the proposed Zoned Parking Ordinance.

A meeting will be scheduled in the Spring to present the results of the research and to discuss the proposed Ordinance with downtown merchants.

**Board Chairman Potter** suggested that the proposed plans be presented to the CRA Board prior to presentation to the merchants.

**Dale Smith, Assistant City Manager/CRA Director**, indicated that the ultimate goal is a consensus of everyone in the area.

**Board Member Brooks** asked if there was good representation of the merchants at the meeting.

**Dale Smith, Assistant City Manager/CRA Director**, stated yes, and there was very good input.

**Board Member Books** shared that the Polk Community College students enjoyed conducting the survey.

Discussion ensued.

### **Chain of Lakes Downtown Trailhead Project and Recreational Trails Grant – Update**

**Michael Stavres, Community Services Director**, presented an update on the Chain of Lakes Downtown Trailhead which will be located on City-owned property immediately north of Fire Station 1. The primary focus of this facility is to provide access to the recently completed Chain of Lakes Trail, while also expanding the City's general recreation offerings. The facility's proximity to the Winter Haven Area Transit Terminal (WHAT) will allow for enhanced connectivity between multiple transportation modes (vehicular, pedestrian, mass transit, etc.). As an indirect benefit, the facility will help meet parking needs associated with other destination facilities in the immediate area (i.e. City Hall, MLK, Jr. Park, Senior Adult Center, Garden Center and Nora Mayo Hall).

Improvements associated with the project include 140 new parking spaces, restroom/concession facilities, a transportation themed interactive playground, a municipal lawn/plaza, maintenance storage building, picnic facilities, shade pavilion, bike lockers, and general site furnishings. The landscape/layout design is consistent with recent redevelopment patterns of downtown and incorporates Mediterranean Revival Theme architecture consistent with the Winter Haven Public Library and WHAT Terminal.

Current cost estimates for the project are approximately \$1.4 Million. Over the next two years, the City has approximately \$780,000 budgeted for the project, of which \$475,000 will be in the form of Florida Department of Transportation Grants.

Project plans are 60% complete and are currently under review by the Southwest Florida Water Management District, FDOT, and City Staff.

A PowerPoint was presented of the Chain of Lakes Downtown Trailhead Progress.

**Board Member Powell** inquired about the Farmer's Market location.

**Michael Stavres, Community Services Director**, indicated at this time, the vendors will remain in their current location. It is not conducive to move into the Downtown area as this would create parking issues.

Discussion ensued.

### **Lake Maude Natural Area - Update**

**Michael Stavres, Community Services Director**, presented an update on the Lake Maude Natural Area. A public meeting to share the final design for Lake Maude Natural Park was held September 4, 2008 at the WHRCC; approximately 45 people were in attendance. The only concern expressed was regarding ownership of the north-westernmost section of the property. Review of a previously completed title search by the City Attorney confirms the entire site is owned by the City of Winter Haven.

The project went to bid on September 18 and was awarded to Everett Whitehead and Son, Inc. in the amount of \$635,178. The project is funded with \$200,000 in Florida Recreation Development Assistance Program (FRDAP) Grant Funds and City Funds. Not included in the primary contract is a small playground and site amenities. These items will cost approximately \$62,000.

Everett Whitehead & Son, Inc. began construction on November 17, 2008. The project is approximately 75% complete. The following elements of the project have been completed or are nearing completion:

- Clearing and grubbing
- Trail-completing the entire loop (almost 1 mile)
- Stormwater/drainage
- Parking areas, including parking lot security lights
- Landscaping
- Wetland Restoration/Mitigation
- Stormwater quality pond adjacent to the Neighborhood Services Center on Avenue S. Currently, a storm drain collects water from the surrounding neighborhood and the runoff goes directly into Lake Maude. The pond will treat the water prior to sending it to the lake.
- Two fishing piers and a bridge over the canal
- Restroom structure
- 2 picnic pavilions

It is expected that the project will continue to move quickly with a target completion date, the end of March 2009.

A PowerPoint was presented of the Lake Maude Natural Area progress.

**Board Member Johnson** commented on the beauty of this project.

**Board Member Birdsong** inquired about the electrical outlets in this park.

**Michael Stavres, Community Services Director**, indicated that there will be power in each pavilion and in the restroom structures.

**Board Member Birdsong** inquired about the restrooms closing at a certain time. During Daylight Savings Time, can the restrooms be closed at a later time?

**Michael Stavres, Community Services Director**, indicated that the restrooms will be locked from a remote location on a timer. If anyone is inside during this time, they will have the capability to exit. The necessary maintenance and cleaning will be done the next morning. The closing/locking time can be adjusted as deemed appropriate.

Discussion ensued.

### **New Business**

None

### **Comments from the Board or Public**

**Board Chairman Potter** commented on the need for Police Patrol on Bikes for the parks in our City.

### **Adjournment**

The meeting was adjourned at 5:46 p.m.

**CITY OF WINTER HAVEN  
COMMUNITY REDEVELOPMENT AGENCY  
DOWNTOWN ADVISORY COMMITTEE  
City Hall – John Fuller Auditorium  
451 Third Street, N.W., Winter Haven, Florida**

**Minutes**

**May 11, 2009**

The meeting was called to order at 5:35 p.m. by Robert Sammons in the John Fuller Auditorium of Winter Haven City Hall, 451 Third Street, N.W., Winter Haven, Florida.

**Advisory Committee Members Present:** Robert Sammons, Dick Lindley, Jay Gentry, Jack Enfinger, Howard King, Jeff Spencer

**Members Absent:** Steve Lockhart, Debbie Tennick, Mike Potthast, Chris Collany

**City Staff Present:** Dale Smith, Assistant City Manager/CRA Director; Kim Hansell, Strategic Initiatives/Capital Projects Division Director; T. Michael Stavres, Community Services Director; Sheandolen Dunn, Executive Assistant/Deputy City Clerk

**Others Present:** CRA Board Member: Yvonne Brooks

**Approval of Minutes**

**Motion by Advisory Committee Member King** to approve the minutes of the February 9, 2009 meeting.

**Motion carried unanimously.**

**PROJECT UPDATES**

**Third Street Streetscape Project/South Extension - Update**

**Dale Smith, Assistant City Manager/CRA Director**, presented the fact sheet on the Third Street Streetscape Project which commenced May 21, 2008 with improvements from Avenue A SW northward to Avenue D NW. The CRA budgeted \$1.5 million to pay for the reconstruction and streetscaping. The bid was awarded to Carl Hankins, Inc. in the amount of \$1,296,202.

The project is approximately 97% complete. The contractor is currently working on punch list items, while City staff completes the landscaping.

## **South Extension (Avenue A SW to Avenue B SW)**

Plans for the South extension have been prepared by the Technical Services staff and forwarded to Carl Hankins, Inc. for a quotation to prepare a change order to the original Third Street project. This portion of the project will begin in May 2009 and is anticipated to be completed in 90 days. Project funding is currently allocated in the 2008-09 CRA Budget.

**Advisory Committee Member Gentry** asked which agency determines the location of handicap parking spaces.

**Dale Smith, Assistant City Manager/CRA Director**, explained that the City of Winter Haven makes the final determination for handicap parking spaces. The spaces can be placed at alleyways or by the nearest intersection. However, most spaces are currently mid-block. Staff is evaluating locations of the current handicap spaces.

## **Hill Building Demolition - Update**

**Dale Smith, Assistant City Manager/CRA Director**, presented an update and PowerPoint on the Hill Building Demolition. On March 29, 2008 the Hill Building was purchased by the City. It is located at 131 3<sup>rd</sup> Street SW within an area essential to the City's CRA plans for redevelopment of the downtown retail component south of Central Avenue.

Demolition began on Monday, May 4, 2009. The bid was awarded to Cross Environmental, Inc. of Crystal Springs in the amount of \$55,265.

Avenue A SW will be closed from Third Street SW to Magnolia Avenue for approximately three weeks. This project will be completed by the end of May 2009.

Until future development occurs, this property will be graded and landscaped.

## **Purchase of Parking Lot @ 3<sup>rd</sup> Street and Avenue A SW - Update**

**Advisory Committee Member Sammons** indicated a conflict of interest on the purchase of the parking lot as he represents Steve Gold, Seller of the property.

**Dale Smith, Assistant City Manager/CRA Director**, presented an update for the parking lot on 3<sup>rd</sup> Street and Avenue A SW. On March 12, 2009, Gold Properties, Inc. entered into a Contract for Sale and Purchase with the City for the vacant lot located on the northwest corner of 3<sup>rd</sup> Street and Avenue A SW adjacent to the Hill Building. It is within an area essential to the plans of the City and CRA for redevelopment of the downtown retail component south of Central Avenue.

In the short term, this lot will be used for parking; however, long-range planning calls for a mixed-use of parking and retail/residential use.

### The Agreement:

- Established the sale price for the property at \$360,000.
- Indicated a closing date in June 2009.
- Was approved by the City Commission, authorizing the property's purchase at its April 13, 2009 meeting.
- Is subject to appraisal, testing, inspections, soil borings, survey and other due diligence which shall be completed within 45 days from the effective date, which is the date approved by the City Commission. Such tests and other matters must be satisfactory to the City as a condition precedent to close this transaction.
- In the event any appraisal, test, inspection, soil borings, survey and other due diligence matters set forth above are not acceptable to the City, it must notify the Seller in writing within the due diligence period. Thereafter, the City and the Seller shall be relieved of any further obligations and/or responsibilities and all deposits paid shall be refunded in full.
- Each agrees to cooperate in effecting a Section 1031 Tax Deferred Exchange under the Internal Revenue Code, if desired by either party, including execution of any documents that may be reasonably necessary to complete the exchange provided that:
  - The party requesting the exchange must bear all additional costs incurred in connection with it; and
  - The non-requesting party shall not be obligated to delay the closing or to execute any note, contract, or other document providing for any personal liability which would survive the exchange.

Two appraisals were completed for the property: Cowart and Associates valued the property at \$400,000 on November 12, 2008; J. Desi Groover with Groover Companies, Inc. valued the property at \$425,000 on November 19, 2008.

The City plans to utilize available CRA funds (via an Interlocal Agreement with the CRA) to fund the purchase.

**Advisory Committee Member Sammons** asked what was originally on this site.

**Dale Smith, Assistant City Manager/CRA Director**, explained that the original building was McKnight Service Station. An *Environmental Phase One Survey* was completed, which suggested that further testing be done. Universal Testing conducted an examination of the area to determine if any fuel tanks were underground. There were none.

**Advisory Committee Member Gentry** expressed that this area is becoming distressed.

**Advisory Committee Member Sammons** commented on the fantastic job the Tinsley's have done with the old Customer Service office.

Discussion ensued.

### **South Park Design - Update**

**T. Michael Stavres, Community Services Director**, presented an update, PowerPoint and drawings on the South Park Design. Over the past three months City staff has worked with Envisors, LLC to identify the best means to effectively meet parking demands while maintaining continuity with the original design concepts of the South Central Park Improvement Project. To help achieve this goal, staff adjusted some of the roadway connections (i.e. Magnolia Avenue at Avenue A SW) and incorporated angle parking in some of the areas originally identified for parallel parking. It is anticipated that the net increase in total parking spaces within the project limits will be 25. Due to the need to address some of these logistical matters in the concept phase, the project timeline had been modified to allow for 30% drawings in early May, 60% in July, and 90% in September.

This project is also being reviewed with respect to phasing for construction and budgeting purposes. It will be divided into three phases. Phase I will include roadway and parking improvements and establish the new park boundary; this Phase will commence in Fiscal Year 2009-2010. Phase II will focus on the park specific amenities to include the water play feature, performance stage, open-air pavilion and the restroom structure. It is staff's intent to schedule Phase I and II back-to-back in coinciding fiscal years so that one flows into the other. The schedule of Phase III will be contingent upon completion of Phases I and II and will focus on the water tower and the Magnolia Avenue and 3<sup>rd</sup> Street SW intersection.

**Advisory Committee Member King** inquired about the drawings being relative to scale.

**Michael Stavres, Community Services Director**, indicated yes, as they are original engineering plans. There will be a stakeholders meeting after 30% plans are received and the committee members will be invited.

**Advisory Committee Member Gentry** asked how did the expansion handle the retention area?

**Michael Stavres, Community Services Director**, identified that this project would reduce the impervious surface in the downtown area.

**Advisory Committee Member Gentry** asked if the fire station would have a retention pond?

**Dale Smith, Assistant City Manager/CRA Director**, indicated that the new fire station would be equipped with four different retention ponds.

**Advisory Committee Member Enfinger** pointed out that diagonal parking saves approximately 30% on accidents.

Discussion ensued.

### **Façade Grant Application – Richard C. Mills – 39/41 Third Street SW**

**Dale L. Smith, Assistant City Manager/CRA Director**, presented the fact sheet and PowerPoint on the Façade Grant Application for Richard C. Mills, 39/41 Third Street SW. In the FY 2008-09 Budget, the CRA approved an allocation for Façade Grants in the amount of \$20,000. A commercial building that has historic significance can receive a 50-50 grant capped at \$10,000 if the project is for restoration of the original façade.

Richard C. Mills is endeavoring to restore the old Hoffman Department Store building located at 39/41 Third Street SW to its original exterior.

The Façade Grant Application and related documents were reviewed and approved by the Main Street Design Committee on April 2, 2009.

Staff recommended that the CRA Downtown Advisory Committee approve the Façade Grant Application of Richard C. Mills in the amount of \$10,000 for construction and restoration of the old Hoffman Department Store Building.

**Motion by Advisory Committee Member Lindley** to approve the Façade Grant Application of Richard C. Mills in the amount of \$10,000 for construction and restoration of the old Hoffman Department Store Building.

**Advisory Committee Member King** inquired about the color scheme being finalized for this building.

**Ronni Wood, Main Street Director**, replied that the colors will be chosen after 2 x 3 samples are painted on the building and agreed upon by the owner as well as the contractor.

**Motion carried unanimously.**

### **New Business**

None

### **Adjournment**

With no further business, the meeting adjourned at 6:27 p.m.

**WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY  
FACT SHEET  
June 8, 2009**

---

**DATE:** May 27, 2009

**TO:** Winter Haven Community Redevelopment Agency

**VIA:** David L. Greene, City Manager

**FROM:** Dale L. Smith, Assistant City Manager/CRA Director  
Kim Hansell, Strategic Initiatives/Capital Projects Division Director

**SUBJECT:** Avenue T Phase II/Florence Villa Phase IV - Update

---

**Avenue T Phase II**

Construction for the Avenue T Phase II project began in August 2008 by CenState Contractors. The project is 95% complete with plantings, irrigation, electrical and light systems and crosswalks installed. The contractor is currently finalizing a punch list.

**Florence Villa Phase IV**

Florida Telecom began the Florence Villa Phase IV project in August 2008. This project is complete.

**WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY  
FACT SHEET  
June 8, 2009**

---

**DATE:** May 27, 2009

**TO:** Winter Haven Community Redevelopment Agency

**VIA:** David L. Greene, City Manager

**FROM:** Dale L. Smith, Assistant City Manager  
Sheandolen P. Dunn, Executive Assistant/Deputy City Clerk

**SUBJECT:** Contract for Sale and Purchase between Gold Properties, Inc. and the City of Winter Haven for the sale of the vacant lot on the northwest corner of 3<sup>rd</sup> Street and Avenue A SW - Update

---

**BACKGROUND:**

On March 12, 2009, Gold Properties, Inc. entered into a Contract for Sale and Purchase with the City for the vacant lot located on the northwest corner of 3<sup>rd</sup> Street and Avenue A SW adjacent to the Hill Building. It is within an area essential to the plans of the City and CRA for redevelopment of the downtown retail component south of Central Avenue.

In the short term, this lot will be used for parking; however, long-range planning calls for a mixed-use of parking and retail/residential use.

The Agreement:

- Established the sale price for the property at \$360,000.
- Indicated a closing date in June 2009.
- Was approved by the City Commission, authorizing the property's purchase at its April 13, 2009 meeting.
- Is subject to appraisal, testing, inspections, soil borings, survey and other due diligence which shall be completed within 45 days from the effective date, which is the date approved by the City Commission. Such tests and other matters must be satisfactory to the City as a condition precedent to close this transaction.
- In the event any appraisal, test, inspection, soil borings, survey and other due diligence matters set forth above are not acceptable to the City, it must notify the Seller in writing within the due diligence period. Thereafter, the City and the

Seller shall be relieved of any further obligations and/or responsibilities and all deposits paid shall be refunded in full.

- Each agrees to cooperate in effecting a Section 1031 Tax Deferred Exchange under the Internal Revenue Code, if desired by either party, including execution of any documents that may be reasonably necessary to complete the exchange provided that:
  - The party requesting the exchange must bear all additional costs incurred in connection with it; and
  - The non-requesting party shall not be obligated to delay the closing or to execute any note, contract, or other document providing for any personal liability which would survive the exchange.

Two appraisals were completed for the property: Cowart and Associates valued the property at \$400,000 on November 12, 2008; J. Desi Groover with Groover Companies, Inc. valued the property at \$425,000 on November 19, 2008.

The City plans to utilize available CRA funds (via an Interlocal Agreement with the CRA) to fund the purchase.

**ATTACHMENTS:**

Property Sketch

Parking Lot Conceptual Plan

Martin & Vargas Design Concept

Contract for Sale and Purchase between Gold Properties, Inc. and the City of Winter Haven for the sale of vacant lot on the northwest corner of 3<sup>rd</sup> Street and Avenue A SW